



# Discover Careers That Fit You

To find careers you will enjoy, you need to know what you like to do, what you’re good at, and what you want to achieve. Are you realistic? Artistic, enterprising, social? Once you know your interests, abilities and goals, you can match them with career possibilities.

### IDENTIFY YOUR INTERESTS

Dr. John Holland created a system of placing people’s interests into groups. He believed every person’s interests fit into at least one group. Most people will be a combination, fitting into two or three groups. Your personal combination of Holland groups is your Holland Code. (See the previous page for more information.)

To begin exploring careers that match your interests, take a look at the career planning table.

Where do you most fit? What area or areas do you think you resemble most? Don’t be too upset if a career you are interested in doesn’t show the code(s) you fit most. People can and do become successful at their chosen field if that’s what they really want.

### Find careers to match

Each occupation in the Job Notes 2001 Career Planning Table has its Holland Code listed in the interests column. This will give you an idea if an occupation matches your interests. As you review the planning table, be

sure to check occupations that contain your Holland Code in any order. For example, if you are an RES, you should check RES occupations but also those that are RSE and SER.

### KNOW YOUR ABILITIES

As you explore careers, consider your abilities as well as your interests. You want to choose a career you will enjoy *and* in which you will excel. You have already learned many skills, and you will learn more for your career:

- ❑ **self-management skills**, or personal qualities, such as getting along with others and managing your time;
- ❑ **transferable skills** that can be used in many different careers, for example, the ability to write well and speak clearly are required by most careers;
- ❑ **specialized skills** are learned for specific careers, nurses, for example, learn how to give medication.

### Assess the skills you have.

Think about your hobbies, jobs and school activities. Identify the abilities you have learned from these experiences by listing your activities on a sheet of paper. Next to each activity, write all of the skills you learned and used.

### Determine the skills you need.

On another sheet of paper, list the skills you will need for each of the careers that interest you. Use career profiles to help you find this information. Consider self-management, transferable and specialized skills. Next to the skills required for each career:

- ❑ check the skills you already have
- ❑ circle the skills you need to

- improve or learn
- ❑ make a plan for developing the skills you will need

### PRIORITIZE YOUR GOALS

To help you choose a career, *consider what you want from your work* as well as your interests and abilities. Do you want a career where you earn lots of money? Do you want to have many responsibilities?

### LEARN MORE ABOUT CAREERS

New careers are emerging all the time, so you will want to keep exploring your options. As you discover careers that fit your interests, abilities and goals, find out more about them. Here’s some ways to get information.

- ❑ **Ask your guidance counselor about resources, like books and computer programs**, to explore careers in more depth. Your counselor can also help you plan your education to prepare for careers.
- ❑ **Use reference materials at public libraries** such as the *Occupational Outlook Handbook* and the *Guide for Occupational Exploration*, which include information on jobs for the future.
- ❑ **Talk with your parents and friends’ parents about their work experiences.** Ask them what they do in their jobs and how they chose their careers.
- ❑ **Visit workplaces and meet people in careers that interest you.** You can tour a company, conduct an informational interview, volunteer or job shadow.

Source: adapted from Indiana Career and Postsecondary Advancement Center, <<http://icpac.indiana.edu/home.html>>

# Lifelong Learning



# and Your Career

Today’s world of work is much different than yesterday’s. Change and uncertainty is the norm. It is most likely that you will change jobs six to eight times in your life. This may mean you will need to simultaneously

... most of what we know and what we’ve become we’ve learned from others ... we are all students ...

pursue career education and employment. To expect a path of formal education followed by one career in an established discipline, followed by retirement, is

no longer realistic. Today emphasis is on lifelong learning and multiple job and career transitions.

The aim of career development is to help you understand your potential and to help you maximize this potential in the work force today and in the future. From the start, you will need to have a clear idea of the kind of career path you would like to follow. Good career planning can lead to a satisfying career. People who do not career plan sometimes get sick from stress working in fields they do not like, and students waste time and money pursuing educational areas in which they have no interest.

The decisions we make about careers and leisure activities throughout our life span are critical to our sense of well-being. Satisfaction in our work can be a key ingredient to our feelings of self-worth. Happiness can be contingent upon a role as productive and worthwhile employer or employee. Conversely, excessive stress on the job can interfere with our health and personal relationships.

Many believe that a person who balances work with life roles find fulfillment in the work place as well as in his or her other life roles as citizen, student, parent, etc. In planning your future you need to understand that career development is often a lifetime project and may require continuous learning.

Source: Maryland’s CareerNet Web site, <[www.careernet.state.md.us/lifelong.htm](http://www.careernet.state.md.us/lifelong.htm)>

## Prioritize your goals

The exercise below will help you discover what is most important to you in a career. Read the 10 items that follow. Write a 1 next to the career goal that is most important to you. Then use numbers 2 through 10 to rank the remaining goals.

- \_\_\_ **EARNINGS:** how much the career pays
- \_\_\_ **SERVICE:** how much you help others
- \_\_\_ **PRESTIGE:** how much people respect your work
- \_\_\_ **GEOGRAPHY:** how important it is to live in a particular place
- \_\_\_ **INDEPENDENCE:** how much you are your own boss
- \_\_\_ **SECURITY:** how much the career promises long-term, stable employment
- \_\_\_ **RESPONSIBILITY:** how much people depend on you
- \_\_\_ **TEAMWORK:** how much you will work as a member of a group
- \_\_\_ **ENVIRONMENT:** where most of the job will take place—outdoors, indoors or both
- \_\_\_ **VARIETY:** how much the job will have you doing different kinds of tasks

After you prioritize your goals, you might want to print out a copy of your priorities, and ask yourself:

- Which goals are most important to you? Why?
- Which goals are not as important to you? Why?
- What additional goals do you have for your career?

You may want to make a list of the careers you are considering. Next to each career, make a note about the goals that are met by that career.

## What makes you tick?

What do you like to do? Where do you like to go? Are you a social butterfly or do you like your peace and quiet? All this and more is who you are. Knowing a little about who you are and what type of personality you have can help you go a long way in being satisfied with your chosen vocation.



Of course, there is a lot more to it than that. Your career development planning process will also include looking at your skills. What can you do? What are your interests and what do you value?

Thinking about these things provides you with added ammunition for the career development process.